



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

November 17, 2014

Angelique Watley
124 Rhey Street
Waterloo, IA. 50703

Dear Child Care Provider,

This letter is in regards to the October 7, 2014 compliance check of your Level A, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

☐ 110.4 No more children are in care than the rules for the specific category will allow.

TOTAL OF 8 KIDS WITH 5 KIDS UNDER 18 MONTHS OF AGE.

☐ 110.5(1)e All accessible electrical outlets are safely capped.

ONE OUTLET DID NOT HAVE A CHILD PROOF CAP ON IT.

☐ 110.5(2)d Certification in infant and child first aid that includes mouth-to-mouth resuscitation. If they are unable to locate first aid training that includes mouth-to-mouth resuscitation, they must complete both a first aid course and CPR.

NEED DOCUMENTATION IN SUBSTITUTE FILE OF CPR & FIRST AID.

☐ 110.5(8)d For infants and preschoolers: An admission physical examination, on the first day of attendance, including past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary. The date of the exam is not more than 12 months before the child's first day of attendance.

NEED FOUR PHYSICAL FORMS IN CHILDREN'S FILES.

☐ 110.5(8)e For infants and preschoolers: A statement of health signed by a physician submitted annually.

NEED FIVE PHYSICAL FORMS OF ANNUAL EXAMS.

☐ 110.5(8)g A signed and dated immunization certificate provided by the state department of public health.

NEEDS SHOT RECORDS FOR 4 CHILDREN'S FILES.

☐ 110.5(10)d Use of a substitute is limited to: No more than 25 hours per month. An additional period of up to two weeks in a 12-month period.

PROVIDER STATES SHE DOESN'T KEEP RECORDS BUT HAS USED HIM WHEN SHE NEEDS TO RUN TO THE STORE OR DOCTOR.

☐ 110.5(10)e The provider maintains a written record of the number of hours substitute care is provided, including the date and the name of the substitute.

PROVIDER HASN'T KEPT RECORDS OF HIS HOURS. WAS TOLD SHE NEEDS TO KEEP DOCUMENTATION OF SUBSTITUTES HOURS.

☐ 110.8(1) SPECIFIC REQUIREMENTS FOR CHILD DEVELOPMENT HOME CATEGORY "A"

☐ 110.8(1)a Not more than six preschool children present at any one time including infants.

8 KIDS WERE PRESENT DURING THIS SPOT CHECK.

☐ 110.8(1)a Of these six children, not more than four children who are 24 months of age or younger are present at any one time.

5 OF THE 8 KIDS PRESENT WERE 24 MONTHS OF AGE OR YOUNGER.

☐ 110.8(1)a Of the four children under 24 months of age, no more than three may be 18 months of age or younger.

OF THE 5 KIDS- ALL UNDER 18 MONTHS OF AGE.

ANY FURTHER COMPLIANCE SHOWING OVER NUMBERS MAY RESULT IN REVOCATION OF YOUR REGISTRATION.

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration. **Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations within the next 45 days.**

x ☐ Based on the items out of compliance listed above, you will be required to have a recheck or follow up visit to your home. This visit will occur after the 45 day time period has elapsed.

Please do not hesitate to contact me at DHS at 319-292-2360 if you have any questions regarding this letter.

Sincerely,

Patricia Smart
Social Worker II

Natalie Clapp

Social Work Supervisor

Department of Human Services

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 319-233-0804.

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to http://dhs.iowa.gov/sites/default/files/CC_Professional_Development.pdf and you can sign up for training at <http://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).